



Battery Collection/ Disposal

Standard Operating Procedure

REFUSE
DISPOSAL
DIVISION

Divisional

The disposal of all consumer type batteries has been placed in the Universal Waste regulations. Therefore, batteries generated at a City facility will NOT be accepted as common, municipal waste and must be disposed of as a Universal Waste. The City has contracted with hazardous waste disposal company for the pickup and disposal of all used batteries. As a result, the following procedures are now in affect:

Storage:

- Store all consumer battery types (NiCad, alkaline, mercury button, nickel metal hydride, etc...) in separate containers.
- Each container must have a lid and be properly labeled (i.e., “Universal Waste: *name of battery type in container*”). Indicate the date that the first battery was placed in the container.
***Note** – Batteries may be stored up to (1) year.
- When the container is full or nearing the one year storage time limit contact the Hazardous Materials Supervisor to schedule a time for pickup and disposal.
- Central Stores will accept a small amount of separated batteries (20 or less) for disposal if a requesting department is purchasing additional batteries at the same time.

Benefit of Compliance to Instruction:

- Satellite collection and consolidation at one site provides employees with a convenient method for proper battery disposal
- Maintain compliance with disposal regulations

Consequence of Non-Compliance to Instruction:

- Violations and/or fines for improper disposal (Universal Waste Regulations and State Emergency Regulations)
- Potential for groundwater contamination due to heavy metals coming in contact with other acidic liquids within the landfill

Environmental Management System (EMS) –ISO 14001

PROCESS MAP #: N/A

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